



# Foreign Affairs Handbook

## 3 FAH-1 – Personnel Operations Handbook

Transmittal Letter: POH-47

Date: May 21, 1998

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## SUBCHAPTERS 3 FAH-1 H-2430 and H-2440

### MAJOR CHANGES

1. 3 FAH-1 H-2431.2 para. a: The last three sentences of this section have been modified.
2. 3 FAH-1 H-2435.1: A sentence was added to the end of the paragraph.
3. 3 FAH-1 H-2435.2 para. b: A sentence was added to the end of the paragraph.
4. 3 FAH-1 H-2436.1: The first entry in the second column of the table has been modified to read *“The Assignment Notification and Personnel Assignment Travel Authorization cable will indicate the title or titles authorized.”*
5. 3 FAH-1 H-2436.2: The first sentence has been modified.
6. 3 FAH-1 H-2436.3: The following has been added to the end of the second sentence: *“(e.g., a country does not recognize the title of second secretary - Vice Consul so a consular title is authorized).”*
7. 3 FAH-1 H-2437.3: The following clause has been added to the end of item a *“to be submitted to the host government.”*
8. 3 FAH-1 H-2438: This section has been rewritten. The new language provides certain financial and security reasons which may permit the granting of diplomatic titles to A&T staff.
9. This is a uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA regulation that applies to Foreign Service employees and Civil Service employees of non-foreign affairs agencies abroad.
10. Revisions since the last update appear in italics. The italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.

11. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

## FILING INSTRUCTIONS

1. Remove and destroy the old text of subchapter 3 FAH-1 H-2430, (issued under TL:POH-35, dated 9-8-97; 19 pages total), and replace it with the attached revised subchapter 3 FAH-1 H-2430 (20 pages total).

2. Insert the 3 FAH-1 H-2440 through H-2490 Unassigned page, after subchapter H-2430 in the Personnel Operations Handbook (1 page total).

3. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:POH-47, 05-21-1998, and initial.

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(PER/CDA)